



# How to Check Service Utilization Quick Guide

## Step 1: On the Demographics screen, go to Medical HX > Pre Certifications

CyberAccess

MoHealthNet

Home > Patient Info > Demographics

Patient Info For -

Print Patient Profile

Check Drug/e-Prescribe Drug

Imaging/Cardiac Pre-Cert

Pre-Certify Service

Home Patient Info ▶ Drug Hx ▶ Medical Hx ▶ Clinical Data ▶ HCBS ▶ Message Center(0)

Procedures

Diagnoses

Pre Certifications

Predetermination

Emergency Room Visits

Hospice Lock In

DSDS

MoHealthNet Demographics

Last Name:

First Name:

Middle Initial:

Date of Birth:

Gender:

Phone #:

MO HealthNet ID:

Address:

Health Care Home:

Start Date:

[View History Link](#)

[Health Care Home Information](#)

## Step 2: Select "HCBS"

CyberAccess

MoHealthNet

Patient Info For -

Print Patient Profile

Check Drug/e-Prescribe Drug

Imaging/Cardiac Pre-Cert

Pre-Certify Service

Home Patient Info ▶ Drug Hx ▶ Medical Hx ▶ Clinical Data ▶ HCBS ▶ Message Center(0)

DSDS

Pre-Certifications

Alternative Pain Management

Behavioral Health Precerts

Diabetes Prevention

DME

HCBS

Imaging/Cardiac

Inpatient

Medical Services

Optical

### **Step 3: Review recent utilization for authorized services.**

**General guidance advises looking at the last 6 to 12 months to determine if the participant used an average 75% of the authorized services.**

					Service ↓	Start ↓	End ↓	Auth ↓	Used ↓
20181310123621	HCBS	ACCESS II ILC INC	266210905	U2	T1019 MSP	05/12/2018	05/31/2018	511	325
				U2	T1019	06/01/2018	06/19/2018	511	296
20172570105221	HCBS	ACCESS II ILC INC	266210905	U2	T1019 MSP	09/25/2017	09/30/2017	511	160
				U2	T1019	10/01/2017	10/31/2017	511	471
				U2	T1019	11/01/2017	11/30/2017	511	508
				U2	T1019	12/01/2017	12/31/2017	511	502
				U2	T1019	01/01/2018	01/31/2018	511	511
				U2	T1019	02/01/2018	02/28/2018	511	437
				U2	T1019	03/01/2018	03/31/2018	511	511
				U2	T1019	04/01/2018	04/30/2018	511	508
				U2	T1019	05/01/2018	05/11/2018	511	181
20171720128821	HCBS	ACCESS II ILC INC	266210905	U2	T1019 MSP	06/22/2017	06/30/2017	773	257
				U2	T1019	07/01/2017	07/31/2017	773	766
				U2	T1019	08/01/2017	08/31/2017	773	757
				U2	T1019	09/01/2017	09/24/2017	773	539